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**2023-2024 Proposal for Mergel Funsky Fun Funds**

**IHC Finance Committee**

HARC – Housing Activities Resource Council (Part of Inter-House Council)

**Please send all electronic submissions to IHC Finance Committee Chair Chad Coen at** **cmcoen@uchicago.edu** **by 5:00 p.m. on the Friday before the next IHC Finance Committee meeting, and at least 2 weeks prior to the date of the event.** **Please make sure the Resident Head(s) are aware of the event and bring a completed paper copy to your proposal.**

**IHC Finance Committee** meets on the Monday of every 3rd, 6th and 9th week in the fall and winter quarters, and 3rd, 5th, 7th week in the spring quarter at 4:30pm in the Reynolds Club South Lounge. The Mergel Funsky Fun Fund Handbook, which includes information about proposal procedures is available at <https://college.uchicago.edu/housing-residence-life/prospective-residence-life>

OR <https://college.uchicago.edu/student-life/mergel-funsky-fun-fund>

The Housing & Residence Life Office is located at 5500 S. University Ave., Suite 110, on the first floor of Campus North Residential Commons. The number for Housing & Residence Life is 773-702-7366. Contact IHC Finance Committee Chair Chad Coen (cmcoen@uchicago.edu), or IHC Adviser, Jaemin Robertson (jrobertson@uchicago.edu) or Bethel Kifle (bkifle@uchicago.edu) with any questions.

**The student(s) must make arrangements for the approved Mergel event and then provide HRL staff (Jaemin or Tia)  with the invoice or reservation information to process payment.**

**Contact Information for Project Coordinator**

**Name:**  **House:**  **E-mail:**

**Cell Phone:** **Date of Proposal:**

**Make check payable to:**  **the RH\RD of:**

**Activity Information**

**Activity:**  **Date of Activity:**

**Time:**  **Location** (*on-campus or in City of Chicago*)**:**

**Method of Transportation:**

**Description of Event:**

Total Number of Students:

|  |  |  |  |
| --- | --- | --- | --- |
| **House Attending** | **Residence Hall** |  **Staff Contact (RH or RD)** | **Number of Students** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|   |   |  |   |
|   |   |  |   |
|   |   |  |   |

**Financial Information**

**Itemized Expenditures** (Tickets, transportation, food, tax, etc.)

|  |  |  |  |
| --- | --- | --- | --- |
| **Item** | **Number of Students** | **Cost per Student** | **Total Item Cost** |
|  |  |  |  |
|  |  |  |  |
|   |   |   |   |
|   |   |   |   |
|   |   |   |   |
|   |   |   |   |
|   |   |   |   |

**\***Total Cost Per Person:  Total Event Cost:

**Mergel Funsky Fun Fund and Other Sources of Funding**

Students from different Houses typically receive unequal funding from their House funds, RHs, RDs, hall councils, and other sources. Below, we ask you to itemize sources of funding by house so that we may understand how students from different Houses pay their way. **Please list amounts as per person, not gross. Please inform us if any sources of funds are not guaranteed at the time of your proposal.**

**\***Proposed Funds:

Mergel Funksy Fun Fund $\Person:

Total non-Mergel Fun Funds\Person (if any):

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **House Name ** |  |  |  |  |  |  |  |
| # of students |  |  |  |   |   |   |   |
| House Funding |  |  |   |   |   |   |   |
| RH Funding |  |  |  |   |   |   |   |
| RD Funding |   |   |   |   |   |   |   |
| Hall Council Funding |   |   |   |   |   |   |   |
| Other Source: (specify)  |   |   |   |   |   |   |   |
| Total Non-Mergel Fun Fund Funding (total of column) |  |  |  |   |   |   |   |
| Total Out-of-Pocket Cost(Cost per person minus Total Non-HARC funding) |  |  |  |   |   |   |   |

**Additional Comments:**

**Common Questions:**

Here are some questions the council often asks at the presentation. Please consider these questions and have answers prepared in case the committee asks.

* How is this event or activity imaginative and fun? How does the event relate to the spirit of Mergel Funsky?

<http://www.mergelfunsky.com/>

* Have you already ordered tickets or planned your event?
* What other funds have you sought? Any other sources of funding?
* *If asking for full-funding, how have you planned your event to ensure that costs are kept to a minimum (group sales discount, etc.)*
* Have you already collected some funds? Deposit?
* Have these Houses already gone on HARC trips or Mergel Funsky Fun Fund trips together?
* Is the attendance evenly distributed between the Houses?
* Have any of the Houses already received a lot of IHC Finance Committee funding?
* How have you advertised for the event?
* What is your plan if students drop out of the trip/event? Waiting list in place?



